



STATE OF CALIFORNIA  
DEPARTMENT OF WATER RESOURCES  
P.O. BOX 942836  
SACRAMENTO, CALIFORNIA 94236-0001



UTILITY CRAFTSWORKER,  
WATER RESOURCES

OPEN EXAMINATION  
CONTINUOUS FILING

HOW TO APPLY

Applications (Form 678) may be mailed or filed in person and will be accepted on a continuous basis. Submit application to one of the following locations:

Southern Field Division 31849 North Lake Hughes Rd. Castaic, California 91384 <b>(Los Angeles / Riverside / San Bernardino Counties)</b>	Sacramento Headquarters 1416 9 <sup>th</sup> Street, Room 320 Sacramento, California 95814 <b>(Sutter / Yolo Counties)</b>
San Luis Field Division 31770 Gonzaga Road Gustine, California 95322 <b>(Merced County)</b>	Delta Field Division 5280 Bruns Road Byron, California 94514 <b>(Contra Costa County)</b>
San Joaquin Field Division 4201 Sabodan Street Bakersfield, California 93313 <b>(Kern County)</b>	

DO NOT SUBMIT APPLICATIONS TO THE  
STATE PERSONNEL BOARD

*If you have a disability and need special testing arrangements, mark the appropriate box in Part 2 of the "Application for Examination". You will be contacted to make specific arrangements.*

**NOTE:** Accepted applicants are required to bring either a photo identification card or two forms of signed identification to each phase of the examination.

**SALARY RANGE: \$3509 - \$3842**

EXAMINATION INFORMATION

Testing is considered continuous as examination dates can be set at any time at any of the locations listed above. If an exam is scheduled and your application is accepted, you will be mailed a notice indicating date and time to appear for the examination.

"Cut-off" dates for receipt of applications are July 31 and January 31. Any applications received after the "cut-off" date will be held for the next exam.

This examination will consist of a written test weighted pass/fail and a qualifications appraisal interview weighted 100%. In order to obtain a position on the eligible list, a minimum rating of 70.00% must be attained in the interview.

ELIGIBLE LIST INFORMATION

Successful competitors will be merged onto the existing lists for the Counties named above in order of final scores. Eligibility will expire after 18 months. Eligibility may be established in one location only within an 18-month period.

REQUIREMENTS FOR ADMITTANCE TO THE EXAMINATION

**Either I**

Successful completion of a recognized utility craftsworker apprenticeship. (Apprentices who are within six months of completion of their apprenticeship may be admitted to the examination, but they must present evidence of successful completion of their apprenticeship before they may be appointed.)

**Or II**

Four years of varied construction or maintenance experience in any combination of functions such as maintenance carpentry, pipe fitting, painting, welding, plumbing, concrete, or electrical work, and which must have included one year of experience operating medium or heavy maintenance or construction equipment.

**Special License Requirements** - Possession of a valid permanent Class C California driver's license. (A Class C is defined as a standard California driver's license.)

In addition, a valid unrestricted California Class A driver's license and appropriate special endorsements and certificates required to fully comply with vehicular regulations must be obtained. Employees must fulfill this requirement within 90 calendar days of appointment.

**Special Personal Characteristics** – Willingness to work irregular hours in times of emergency.

THE POSITION

A Utility Craftsworker, Water Resources, under supervision, performs civil maintenance work; operates, services and makes minor adjustments to medium and heavy construction and maintenance equipment such as trucks, backhoes, loaders, cranes, graders, bulldozers, draglines, and scrapers; performs maintenance carpentry, electrical, welding, painting, and concrete work; applies pesticides and herbicides for weed and rodent control; may be involved in flood fighting activities as needed; directs and assists in training apprentices and unskilled helpers and may, on occasion, act as leadperson on a project or shift basis over a small crew; may use underwater diving equipment in connection with underwater inspection and repair of structures and facilities. Inability to obtain a valid California Class A driver's license and special endorsements and certificates within 90 days after appointment is sufficient cause for separation from employment.

*Positions exist with the Department of Water Resources in various locations throughout the State.*

DRUG/ALCOHOL TESTING REQUIREMENT

This classification requires possession of a Commercial Driver's License and performs safety-sensitive functions associated with a commercial motor vehicle (as defined by federal regulations). Therefore, prior to appointment to this classification, you will be required to pass a pre-employment drug test. Once hired, you will also be subject to drug and/or alcohol testing during the course of your employment in this classification. Drug/alcohol testing procedures will be explained to you in more detail at the time you are being considered for appointment to this classification.

**Written Test – Weighted Pass/Fail**

**Scope:**

1. General maintenance and construction.
2. Equipment operation and maintenance.

**Qualifications Appraisal Interview - Weighted 100.00%**

**Scope:**

In addition to evaluating the competitor's relative abilities as demonstrated by quality and breadth of experience, emphasis in the examining interview will be on measuring competitively, relative to job demands, each competitor's:

**A. Knowledge of:**

1. Operation and maintenance of medium and heavy maintenance and construction equipment.
2. Tools and practices used in welding, protective coating, painting, carpentry, plumbing, pipe fitting, rigging, sandblasting, masonry, concrete, cathodic protection, and electrical.
3. Levee repair.
4. Pesticide application.
5. Safe working practices.
6. Federal, State, and local agency regulations applicable to use of pesticides, control burning, and transportation of heavy equipment.
7. Environmental regulations.

**B. Ability to:**

1. Apply required knowledge.
2. Perform varied skilled work relating to flood control and repair of projects facilities.
3. Follow directions.
4. Read and work from plans, drawings, and specifications.
5. Use computers.
6. Assist in training of apprentice level employees.
7. Keep work records and make reports.
8. Follow oral and written instructions.
9. Maintain good relationships with those contacted in the course of the work.

**Veterans Preference Credit** will be added to the final score of all competitors who are successful in this examination and who qualify for, and have requested these points through the State Personnel Board. Due to changes in the law, which were effective January 1, 1996, VETERANS WHO HAVE ACHIEVED PERMANENT CIVIL SERVICE STATUS ARE NOT ELIGIBLE TO RECEIVE VETERANS' CREDITS.

IT IS AN OBJECTIVE OF THE STATE OF CALIFORNIA TO ACHIEVE A DRUG-FREE STATE WORKPLACE. ANY APPLICANT FOR STATE EMPLOYMENT WILL BE EXPECTED TO BEHAVE IN ACCORDANCE WITH THIS OBJECTIVE BECAUSE THE USE OF ILLEGAL DRUGS IS INCONSISTENT WITH THE LAW OF THE STATE, THE RULES GOVERNING CIVIL SERVICE AND THE SPECIAL TRUST PLACED IN PUBLIC SERVANTS.

AN EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER - EQUAL OPPORTUNITY FOR ALL REGARDLESS OF RACE, COLOR, CREED, NATIONAL ORIGIN, ANCESTRY, SEX, MARITAL STATUS, DISABILITY, RELIGIOUS OR POLITICAL AFFILIATION, AGE, OR SEXUAL ORIENTATION.

UTILITY CRAFTSWORKER, WATER RESOURCES  
PD55-6265

1WR43

FINAL FILING DATE:  
CONTINUOUS

SEE REVERSE SIDE FOR ADDITIONAL INFORMATION

GENERAL INFORMATION

It is the candidate's responsibility to contact the Recruitment and Selection Services Section of the Department of Water Resources, (916) 653-5679 three days prior to the written test date if he/she has not received his/her notice.

For any examination without a written feature it is the candidate's responsibility to contact the Recruitment and Selection Services Section of the Department of Water Resources, (916) 653-5679 three weeks after the final filing date if he/she has not received a progress notice.

If a candidate's notice of oral interview, EDA, performance tests fails to reach him/her prior to the day of the interview due to a verified postal error, he/she will be rescheduled upon written request.

Applications are available at State Personnel Board offices, local offices of the Employment Development Department, and offices of the Department of Water Resources.

If you meet the requirements stated on the reverse, you may take this examination, which is competitive. Possession of the entrance requirement does not assure a place on the eligible list. Your performance in the examination described on the other side of this bulletin will be compared with the performance of the others who take this test, and all candidates who pass will be ranked according to their scores.

The Department of Water Resources reserves the right to revise the examination plan to better meet the needs of the service if the circumstances under which this examination was planned change. Such revision will be in accordance with civil service laws and rules and all competitors will be notified.

Examination Locations: When a written test is part of the examination, it will be given in such places in California as the number of candidates and conditions warrant. Ordinarily, qualifications appraisal interviews are scheduled in Sacramento and Los Angeles. However, locations of interviews may be limited or extended as conditions warrant.

Eligible Lists: Eligible lists established by competitive examination, regardless of date, must be used in the following order: 1) subdivisional promotional, 2) departmental promotional, 3) multidepartmental promotional, 4) servicewide promotional, 5) open eligible list. When there are two lists of the same kind, the older must be used first. Eligible lists will expire in one to four years unless otherwise stated on this bulletin. In the case of continuous testing examinations, names are merged into the appropriate lists in order of final test scores (except as modified by veterans preference credits) regardless of the date of the test and the resulting eligible lists will be used only to fill vacancies in the area shown on the bulletin.

Promotional Examinations Only: Competition is limited to employees who have a permanent civil service appointment. Under certain circumstances other employees may be allowed to complete under provisions of Rules 234, 235 and 235.2. State Personnel Board Rules 233, 234, 235, 235.2 and 237 contain provisions regarding civil service status and eligibility for promotional examinations. These rules may be reviewed at departmental personnel offices or at the Information Counter of State Personnel Board offices.

General Qualifications: Candidates must possess essential personal qualifications including integrity, initiative, dependability, good judgment, and ability to work cooperatively with others; and a state of health consistent with the ability to perform the assigned duties of the class. A medical examination may be required. In open examinations, investigation may be made of employment records and personal history and fingerprinting may be required.

Weighted Written Examinations Only: Your score on the written test will be multiplied by its stated weight and your score on the interview will be multiplied by its stated weight. Then, the two weighted scores will be added to obtain your combined score.

Interview Scope: If an interview is conducted, in addition to the scope described on the other side of this bulletin, the panel will consider education, experience, personal development, personal traits, and fitness. In appraising experience, more weight will be given to the breadth and recency of pertinent experience and evidence of the candidate's ability to accept and fulfill increasing responsibilities than to the length of his/her experience. Evaluation of a candidate's personal development will include consideration of his/her recognition of his/her own training needs; his/her plans for self-development; and the progress he/she has made in his/her efforts toward self-development.

Veterans Preference: California law allows granting of veterans preference points in open entrance examinations and open nonpromotional examinations. Credit in **open entrance examinations** is granted as follows: 10 points for veterans, widows, and widowers of veterans, and spouses of 100% disabled veterans; and 15 points for disabled veterans. Credit in **open nonpromotional examinations** is granted as follows: 5 points for veterans; and 10 points for disabled veterans. Directions for applying for veterans preference points are on the Application for Veterans Preference form (SPB-1093) which is available from State Personnel Board offices, written test proctors, and the Department of Veterans Affairs, P.O. Box 942895, Sacramento, CA 94295-0001.

High School Equivalence: Equivalence to completion of the 12th grade may be demonstrated in any one of the following ways: 1) passing General Education Development (GED) Test; 2) taking the GED Test and scoring at least 35 on each of the five subtests and averaging 45 for all of the subtests; 3) completion of 12 semester units of college-level work; 4) certification from the State Department of Education, a local school board, or high school authorities that the candidate is considered to have education equivalent to graduation from high school; or 5) for clerical and accounting classes, substitution of business college work in place of high school on a year-for-year basis.

Career Credits: In open, nonpromotional examinations, career credits are granted to: 1) State employees with permanent civil service status, 2) full-time employees of the State who are exempt from State civil service pursuant to the provisions of Section 4 of Article VII of the California Constitution, and who meet all qualification requirements specified by the Board and have 12 consecutive months of service in an exempt position, and 3) individuals who have served one full year in, or are graduates of, the California Conservation Corps (eligibility shall expire 24 months after graduation from the California Conservation Corps). Three points are added to the final test score of those candidates who meet the above criteria, and who are successful in the examination. Such examinations cannot be for managerial positions described in Government Code Section 3513. Competitors not currently employed in State civil service who have mandatory reinstatement rights may be eligible for career credits, but they must explain their civil service status in the appropriate section of the application Form 100-678. (Section 4 of Article VII of the California Constitution is posted at the State Personnel Board, 801 Capitol Mall, Sacramento.)

DEPARTMENT OF WATER RESOURCES  
P. O. Box 942836  
SACRAMENTO, CA 94236-0001  
(916) 653-5679  
TDD: (916) 653-1804  
California Relay Service: 1-800-735-2929 (TDD)  
1-800-735-2922 (Voice)

TDD is Telecommunications Device for the Deaf and is reachable only from phones equipped with a TDD Device.